

CITY OF TUCSON SMALL BUSINESS COMMISSION (SBC)
MINUTES OF THURSDAY, MAY 24, 2007

Mayor and Council Chambers
255 W. Alameda – City Hall – 1st Floor
Tucson, Arizona 85701

1. Call to Order and Introductions

The meeting was called to order at 4:07 pm.

Members Present

Don Windmiller, Chair	Britton Dornquast	Joanna Dinan
Joe Higgins, Vice Chair	Jan Gordley	Eva Macias
Deitrich Benjamin	Marion Hook	Deb Turner
Diane Castro	Lola Kakes	

Members Absent/Excused

Bob Baker	Rob Caylor	Katharine Kent, P.E., CEM
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Others Present

Kathleen Skinner, Tucson Metropolitan Chamber of Commerce
Ernie Duarte, Development Services Director
Lucy Amparano, City of Tucson Transportation Department
Laurel Parker, Arizona Department of Transportation
Christie Smythe, Arizona Daily Star
Nicole Ewing-Gavin, Department of Urban Planning and Design
Ellen Hitchings, City of Tucson Finance Department
Kathy Maish, City of Tucson Finance Department

2. Approval of the March 22, 2007 Minutes

Unanimously approved and accepted. Motion by Marion Hook, 2nd by Deitrich Benjamin.

3. Chairperson Report on Current Events

Don Windmiller read his letter of resignation effective today. Joe Higgins acted as Chair for the rest of the meeting

4. I-10 Widening Project

Laurel Parker presented a handout of a map of the I-10 project. Ramp closures will begin June 15th with the east ramps, and the west ramps beginning on June 22nd. The completion of the entire project is scheduled before Gem and Mineral Show in 2010. She gave an update of the business outreach program.

5. Development Services Center Update

Kathleen Skinner with the Tucson Metropolitan Chamber of Commerce gave an update.

Ernie Duarte, Development Services Director thanked the stakeholders for their participation. It has been a very positive experience.

6. New Tax Revenue Management System Update
Ellen Hitchings gave an update. Annual renewals will be sent out mid December 2007, and they'll be ready to implement the new business license policy on January 1, 2008. The system will be going live March 2008.
7. Impact Fee Shareholders
Nicole Ewing-Gavin, Department of Urban Planning and Design, gave an update on the impact fee process. The next stakeholder meeting is scheduled for June 12 is the next stakeholders meeting.
8. SBC Newsletters and Reaching Small Business Owners
Jan Gordley provided a handout of the first steps for discussion regarding the conversion from printed to the e-letter. A subcommittee from the commission will decide who is responsible, what is in the newsletter, and adding reports from meetings, etc. Motion to create the subcommittee was given by Britton Dornquast, 2nd by Diane Castro. Motion was unanimously approved and accepted.
9. Update on April 12 – “Small Business Day with the City”
Marion Hook gave an update on the Small Business Day. It was very successful and some of the attendees were Mayor Walkup, Ward 3 Council Member Karin Uhlich, and City Manager Mike Hein.
10. Future Agenda Items
 - Report from Newsletter Subcommittee
 - Mayor and Council members are scheduled to attend the following meetings: Karin Uhlich – June 28th; Nina Trasoff – August 23rd; Mayor Walkup – September 27th
 - Update on Rio Nuevo – invite Greg Skelko, Don Durban, and Larry Hecker for September 27th meeting
 - Top 10 accomplishments of Small Business Commission
 - Acquisition of property surrounding construction, transportation projects in particular, and its use.
 - Each Small Business Commission member is to meet with his/her Council Member to discuss with them some of the current issues, and report back to the commission.
 - Update on Town Hall process – Britton Dornquast
 - Election of Officers
 - Limit on how much time can be spent on agenda items and how long the meetings will last.
11. Call to the Audience
No response.
12. Adjournment
Meeting was adjourned at 5:42 pm. Motion by Lola Kakes, 2nd by Diane Castro.

NOTE: It is the intent of these meeting minutes to get the general meaning of the discussion, summarize what happened, and record official actions. The minutes are not intended to be a verbatim transcription of all that was said. Audiotapes of the meeting are available for review at City Hall, Finance Department/Revenue Division, 255 West Alameda, 2nd Floor West.